

**Engagement of Project Staffs**  
**(Project Coordinator, Project Assistant, Public Relation Assistant & Junior Accountant)**  
**by Nagaland State Legal Services Authority**

The following outlines the Terms & Conditions of employment as in this case may be termed as “Engagement of the Project employee/personnel” by Nagaland State Legal Services Authority (hereinafter after as NSLSA). NSLSA reserves the right to make modifications to these Terms & Conditions as whenever necessary. These shall apply to all Project Coordinators, Project Assistants, Public Relation Assistant and Junior Accountant engaged by NSLSA.

**Terms & Conditions**

1. The appointment to the post of Project Coordinators, Project Assistants, Public Relation Assistant and Junior Accountant is purely on contract basis initially for a period of 1(one) year and extendable upto 2 (two) years depending on the continuity of the NALSA Scheme or as such direction issued by the competent Authority (or) unless appointment is curtailed or terminated after one month Notice by the competent Authority for reasons of unsatisfactory services and performances. The appointee shall have no right to claim for regularization of their service.
2. The extension of contract tenure upto 2 (two) years is subject to the condition of satisfactory services and performance rendered and further recommendation and approval of the Hon’ble Executive Chairman of Nagaland State Legal Services Authority (NSLSA).
3. ₹25,000/- as fixed monthly Honorarium (all inclusive) is payable to the Project Coordinators, ₹ 15,000 /- as fixed monthly Honorarium (all inclusive) is payable to the Project Assistants, ₹ 25,000/- as fixed monthly Honorarium (all inclusive) is payable to the Public Relation Assistant, ₹ 15,000 /- as fixed monthly Honorarium (all inclusive) is payable to the Junior Accountant.

The above stipulated Monthly Honorarium shall be borne out of the NALSA Grant-in-Aid Fund allocated for Legal Aid, Services, Scheme & Outreach Programmes.

4. The Project employee/personnel shall be engaged holding the respective Position with NSLSA on basis of regular full-time. Member Secretary shall be fully responsible for assigning specific task/duties to the Project employee/personnel within the ambit of NALSA Legal services activities and outreach Programmes/activities including planning and organizing Legal awareness programmes.
5. For undertaking outreach programmes, the Project employee/personnel are expected to travel inter-District as required by the position they hold and nature of the work/duties. Journey fare/ Boarding & Lodging fees shall be borne by the NSLSA defrayed out of suitable Heads under the NALSA Grant-in-Aid Fund.
6. Submitting Acceptance Letter for employment with NSLSA obligates the Project employee/personnel to comply and fulfill the duties/task assigned as per the Job Profile outlined therein subject to such modification from time to time as per needs and requirement.
7. Should the Project employee/personnel wish to resign from the post/employment with NSLSA, the Notice for resignation shall be forwarded to NSLSA in not less than 3 (three) Months to enables NSLSA for making such arrangements for filling up the vacancy immediately.
8. All the Project employee/personnel once appointed shall agree and abide by the Terms & Conditions herein laid down by the competent Authority.